

Rockville Environment Commission

Draft Agenda - 2016 Retreat

Saturday, January 9, 2016

8:30 a.m. - 12:30 p.m.
Rockville City Hall

Retreat Purposes:

- Review Commission's charter, roles and goals
- Team building
- Identify strategic priorities and activities for 2016
- Adjust organization as needed
- Initiate annual work plans

8:30	1. Set-up, Breakfast and Networking (<i>Black-Eyed Susan Room</i>)	<i>All</i>
8:40	2. Business Meeting a. Call to order/Introductions b. Approval of December meeting minutes c. Prospective candidates (Fedon Vayanis) d. New business/announcements	<i>Clark Reed, Chair</i>
9:00	3. Retreat Introduction - Review retreat purposes and ground rules - Agenda review and revision - Team activity	<i>Erica Shingara, EMD</i>
9:30	4. 2015 Year in Review - Review of Commission charter & role(s) - 2015 main accomplishments - SWOT activity (strengths, weaknesses, opportunities and threats)	<i>All</i>
9:55	5. Break	
10:00	6. Review Results of Pre-Retreat Survey and Identify 2016 Priorities (<i>Mayor and Council Chambers</i>) - Goals - Activities and events - Coordination with City initiatives - Potential new initiatives	<i>All</i>
11:10	7. Break	
11:20	8. Establish Committee Work Plans - Designate priorities/activities for each committee	<i>All</i>
12:20	9. Wrap-up - Next steps to accomplish priorities	<i>All</i>
12:30	10. Adjourn/Lunch	

General information

- In lieu of the next regular meeting, the Commission will host a short business meeting followed by a planning retreat from 8:30 a.m. to 12:30 p.m. on Saturday, **January 9, 2016** at **Black-Eyed Susan Room and the Mayor Council Chamber**, Rockville City Hall, 111 Maryland Avenue, Rockville Maryland. The public is invited to attend.
- For past and upcoming meeting agendas, meeting minutes, or additional information, see the Commission's website at: **www.rockvillemd.gov/boardscommissions/ec**
- Any individuals with disabilities who would require assistance to attend this meeting, or who have questions about accessibility may contact the ADA Coordinator at 240-314-8100 or TDD 240-314-8137